



Wastewater Collection Superintendent

Department: Utilities

Class Code: 3236

EEO Code: 22

FLSA: E

Effective: 01/08/1992

GENERAL STATEMENT OF DUTIES:

Under direction; performs work of considerable difficulty in directing and coordinating the operations of pump station maintenance, infiltration control, and general operations and maintenance of sewer systems; and performs other work as required.

SPECIFIC STATEMENT OF DUTIES:

Directs and coordinates work of subordinate personnel engaged in installing, maintaining, repairing, servicing, enlarging and relocating sewage facilities; studies proposed projects to evaluate most feasible approach for excavations and repairs, using land plats, topographical maps and other source data; determines need for material and equipment required to complete project; inspects projects to evaluate progress and assure conformance to specifications; confers with representatives of other utilities to coordinate work schedules for most effective and economic repair activities; writes reports concerning human resource utilization, work progress and disposition of materials; prepares budget estimates based on anticipated material and personnel needs; directs operation of maintenance of pumping stations; dispatches and supervises personnel who maintain sewer lines; schedules grouting of sewer lines; determines action to be taken in event of emergencies; hires, disciplines, evaluates and promotes employees; and performs other work as required.

REQUIRED SKILLS, KNOWLEDGE AND ABILITIES:

Considerable knowledge of the principles and practices of sewer maintenance and the operation and maintenance of equipment used in sewer maintenance; of the operation and maintenance of electrical/mechanical equipment; of the principles and practices of plumbing and pipefitting; in the principles and practices of effective supervision.

Considerable skill in analyzing, diagnosing problems and supervising the repair and maintenance of sewage system layouts; in keeping accurate records; in supervising a large staff; in communicating effectively both orally and in written form; in responding to emergency situations regarding wastewater collection; in scheduling and prioritizing work of crews.

MINIMUM EDUCATION AND EXPERIENCE:

Completion of the core curriculum for an associate's degree in engineering or related field and five years experience in sewer operations and maintenance including two years of supervisory experience; or an equivalent combination of training and experience.

ADDITIONAL REQUIREMENTS:

None.

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| <p>This class specification is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.</p> |
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